



Castlethorpe Parish Council

Minutes of a Parish Council General Meeting held on Monday 4th December 2017 at 7.30 p.m. in the Village Hall

PRESENT: Councillors Forgham, Hinds, Ayles, Keane and Sweetland, the Clerk and 6 members of the public. Ward Cllr Geary joined the meeting later.

The Chair agreed to suspend the meeting to allow public comments on item 5.2. at that point of the agenda. There were no other matters raised.

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
|------|---|---------------|
| 1.1 | Cllrs Markham & Stacey work. Both accepted.. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | Cllr Hinds pecuniary interest in 8.1. | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | The minutes of the general meeting of the 6 th November were proposed by Cllr Hinds seconded by Cllr Sweetland, and were agreed unanimously. | |
| 4 | TO RECEIVE REPORTS | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1). Matters arising:
There was no Clerk's report this month | |
| 4.2. | FILE NOTE: Plan:MK Consultation (see Appendix A2)
It was agreed to defer this matter to item 7.4. | |
| 5 | TO CONSIDER PLANNING APPLICATIONS (previously viewed online by Cllrs) | |
| 5.1. | 17/02853/CLUP Certificate of lawfulness for the proposed single storey rear extension and garage conversion 29 Lodge Farm Court. This is within the scope of permitted development. No further comment. | |
| 5.2. | 17/02932/FUL New 3 bedroom dwelling (resubmission of 17/00454/FUL) 23 Shepperton Close
The Chair suspended the meeting to allow comments from the public. There were comments made in support and in opposition to the application. Several residents had made objections to MKC on the grounds of conformity of design to the surrounding area, parking, visibility/safety, landscaping, loss of light, giving off a cramped appearance and the presence of a public sewer underneath the development. It was commented that the applicant had taken architects advice and believed these matters to have been resolved. The Chair noted the comments and resumed the meeting. It was agreed that the design of the property did not conform with the remainder of the area particularly with regard to the front aspects. This is contrary to the recently 'made' Neighbourhood Plan that designated Shepperton Close as a 'character area'. Cllr Ayles said that other parish council objections to a previous application had now been resolved to the satisfaction of the relevant MKC departments. He proposed that the parish council should object on the grounds of non-conformity of design but that this is the only material objection that he saw as being valid and that the parish council should not be opposed to the general principle of building on the site. This was agreed unanimously. The Clerk to communicate the objection to MKC and request that the application be referred to DCP should the Planning Officer disagree with the objection. Furthermore, it was agreed that a planning condition should be applied requiring the frontage of the property to be kept open in keeping with agreed covenants on the area. | Clerk |
| 5.3. | 17/02982/FUL Replacement of roofing and doors/windows Sunnyview Farm 13 North Street – no objections | |
| 6 | TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATIONS (all noted – no further comment) | |
| 6.1. | 17/02834/FUL: Proposed two storey side & rear and single rear extensions and internal alterations 17 Prospect Place – status 'registered' – no comments | |
| 6.2. | 17/02837/FUL: Single storey side extension, and internal alterations 28 Lodge Farm Court – status 'registered' – no comments | |

- 6.3. **17/02749/FUL:** Erection of a single story Anthracite coloured PVC and glass conservatory (part retrospective) 7 Thrupp Close – **application permitted – no comments**
- 6.4. **17/02631/FUL:** Rear single storey extension 57 Station Road – **application permitted – no comments**
- 6.5. **17/02512/FUL:** Change of use of existing offices to a residential annexe, with change of doors into windows - The Hayloft 1 Maltings Court **status ‘registered’ – amended drawings submitted by applicant – no comments**
- 6.6. **17/02105/OUT:** Hybrid application for Full and Outline permission. Outline application (all matters reserved except for access, drainage, open space and play areas, noise attenuation and highway infrastructure). A Full application for phase 1 of the development containing 81 dwellings, estate roads, surface water drainage attenuation, landscaping and phase 1 of the noise attenuation bund land To The West of M1 Off Little Linford Lane Little Linford – **status ‘registered’**. Cllr Ayles reported that MKC Highways had objected on the grounds that the existing roads are not suitable to support this amount of new houses.
- 6.7. **17/01937/OUTEIS:** Outline planning application up to 250 residential units with access and provision for drainage, open space and amenity areas and the creation of an area for car parking (25 spaces) on land off Little Linford Lane for use in association with the use of land for an extension to the River Valley Park. Cllr Ayles reported that this application will now be going to a Planning Inspector.
- 6.8. **17/01536/OUT:** Outline application for the erection of up to 32 dwellings with access from Fox Covert Lane Land To The East of Maltings Field Castlethorpe – **status ‘registered’**. Cllr Ayles reported that MKC is currently finalising the s.106 Planning Gain agreement but has been told that everything that the parish council had requested was included.
- 6.9. **17/00624/OUT** Outline permission for 9 dwelling houses with all matters reserved on Land To The East of 7 To 17 Castlethorpe Road Hanslope. Status: ‘awaiting decision’. No further comment.

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TO CONSIDER RESOLUTIONS

- 7.1. A public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972, as defined in paragraphs 1 of Part 1 of Schedule 12A to the Act was proposed by Cllr Ayles, seconded by Cllr Keane and agreed unanimously..
- 7.2. Cllr Sweetland said that it was time to agree exactly what is the purpose of the village web site and how we can get important facts to people as soon as possible especially those who do not access Facebook. Cllr Forgham responded that the web site is kept up to date with key information in parallel with Facebook but that web sites are not a good medium for that type of information. Cllr Forgham suggested that he created a ‘Parish Council’ user on Facebook to distinguish its comments from his own. It was pointed out that although communication coming from MKC about buses is excellent, information from the Highways department is very poor. Clerk to notify Cllr Ayles next time there is a problem.
- 7.3. Despite having previously agreed a layout for the village green improvements it had not been recorded in detail and different cllrs had different recollections. This had become obvious when Cllrs had met with the contractor to demonstrate the requirement. Cllr Keane suggested that:
- the information plaque be moved to join onto the outer wall at a 45 degree angle, removing the ‘cock and hen’ course from the top of the wall in that position
 - one of the new benches to be situated in the egress on the Chestnuts side of the green, the other to go next to it
 - the litter bin to go behind the bus shelter and not between the benches
 - that the path should consist of stepping stones making sure that no part of it is situated on land belonging to the owner of Station Yard
- This was all agreed unanimously. Cllrs Keane and Forgham to produce a visual layout.

Cllr Keane/
Forgham

- 7.4. It was agreed that the Clerk respond through the on-line portal that the parish council is 'content with and supportive of' the draft Plan:MK that is out for public consultation. Clerk
- 7.5. Cllr Ayles suggested that the parish council should consider the option of taking on landscaping services from bigger councils when the current MKC contract runs out in 2020. He proposed an approach to Newport Pagnell about both landscaping and road cleaning. It was agreed that Cllr Ayles contact Cllr Derek Eastman and that the Clerk talk to the Newport Pagnell Town Clerk at the next SLCC meeting. Cllr Ayles
Clerk
- 7.6. Stuart Simmons at MKC had asked the parishes to communicate what they wanted to happen should Northants CC go ahead and cut their subsidy to the 33 bus route. Two options were considered:
Option 1 – maintain the Milton Keynes part of the service with a slight decrease in frequency. The first safe turning point would though be at Hartwell.
Option 2 – maintain the current full service to Northampton but reduce the frequency.
It was pointed out that some local children attend the school at Roade and also that to run the bus on to Roade would provide a link to Northampton by changing buses although an additional fare would be chargeable.
It was unanimously agreed that the Clerk respond to MKC stating a preference for Option 1 but with the bus turning back at Roade. Clerk
- 7.7. Cllr Ayles thought that even if MKC provided a single weed spray next year it would probably not be very effective. He proposed therefore that the parish council budgets for 3 weed sprays of the village for next year. Agreed unanimously. The Clerk reported that the contractor that performed the last spray had requested a feedback session. It was agreed that Cllr Sweetland join him.

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FINANCIAL MATTERS

- 8.1. Cllr Hinds withdrew from the meeting.
The RFO Payment Schedule was proposed by Cllr Ayles, seconded by Cllr Keane and agreed unanimously. Cllr Hinds re-joined the meeting.

Payee	Description	Invoice	Amount
S Bradbury	Salary November 2017	per pay slip	£591.76
R.Wontner	November invoice VH	per attached invoice 44	£80.00
Rachel Blackley	November invoice VH		£230.00
D.Bugaj	Sports Ground maintenance	per attached invoice 2	£378.00
AH Contracts	Dog bin clearance November	per attached invoice 9728	£40.00
NBR Printing	Newsletter	per attached invoice 1350	£205.00
Riley Power Machinery	Repair & service SG mower	per attached invoice 6728	£1,487.17
Riley Power Machinery	Repair & service SG mower	per attached invoice 6728	£170.00
SLCC	Annual membership	per attached letter	£115.00
Allotment Assoc	4 x annual rent @ £35 + £1	per attached invoices	£144.00
B P Shayler	Replace basins/taps VH disabled toilet	per attached invoice 184	£275.00
Marcus Young	Weedkill village	per attached invoice 2320	£300.00
D. Hinds	Refund payment for new Xmas lights and fittings plus Xmas trees as per resolution November	per attached receipts	£1,301.76
Grand Total			£5,317.69

Direct Debits			
E.ON	gas VH - Nov DD	89208742670	£104.00
EDF	elec VH - Nov DD	107789257	£81.00
DD Total			£185.00

8.2. The Clerk handed out draft version 1.1. of proposed budget for 2018-19 (see **Appendix A3**). He reported that given the increase in exemptions and discounts on properties in Castlethorpe and the reduction of the grant from MKC the precept would have to be raised by 2.26% to match the amount of money received last year. Following a discussion Cllr Ayles proposed an increase of 4.99% at an additional cost of £3.21 per 'Band D household'. This was agreed unanimously.

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CORRESPONDENCE RECEIVED (Circulated prior to meeting)

9.1. Nine communications had been received objecting to the planning application discussed at item 5.2. The content of each was considered as part of the discussions.

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ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)

10.1. Cllr Ayles reported two problems on Fox Covert Lane. Firstly a resident had reported that a significant amount of mud was being dropped on the road by farm vehicles. It was agreed that the farmer had a legal obligation to clear it up. Secondly the corner of the grass verge was being driven over by vehicles delivering and taking away static homes to/from Cosgrove Park. This was destroying the landscaping that has been done by residents. Cllr Ayles will report both matters to MKC Highways for them to seek a resolution.

Cllr Ayles

10.2. Cllr Sweetland will resolve who is responsible for the maintenance of the hedge that runs along Fox Covert Lane

Cllr Sweetland

10.3. Cllr Keane said that the Womens Institute had raised a concern about the amount of parking space available to attend the Village Hall. He will examine the situation next time they meet.

Cllr Keane

10.4. It was reported that dustbins were not being cleared from inside the property boundary of a disabled lady in the village. Cllr Geary responded that he had not come across any arrangements to clear anything not left outside properties.

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TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS

11.1 The next General Parish Council meeting will be held on 8th January 2018 in the Village Hall.

11.2 There is a workshop run by MKC to consider landscaping services from 2020 at the expiry of the current contract. The session is on the 20th December at 10.30 at Shenley Brook End. It was agreed that the Clerk and Cllr Sweetland attend.

There being no further business part 1 of the meeting closed at 9.30 pm

PART 2

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TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below

12.1. None

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TO CONSIDER RESOLUTIONS

13.1. An email had been received from a trustee of Castlethorpe Charity for the Poor asking for approval of two nominated trustees. Unfortunately the Clerk did not bring the details. It was agreed that the Clerk would circulate the email after the meeting and unless anyone had any concerns would approve the appointments.

Clerk

14.2. Cllr Ayles reported that he had received a quote for the replacement of current streetlights in the heritage area from an alternate (to MKC) supplier and that the quote provided by MKC was lower. He then pointed out that the quote only specified 8 new lights where 9 were required. He proposed therefore that the Clerk respond to MKC accepting the quote and authorising the work with the addition of one further light at a pro rata increase in cost. Agreed unanimously. In the meantime, he and Cllr Geary will continue to try and negotiate down the 19% MKC admin fee.

Clerk

Cllrs Ayles /Geary

There being no further business the meeting finished at 9.40 pm

Appendix A – Schedule of Reports & File Notes

1. Clerk's Report (item 4.1)

No report produced this month

2. FILE NOTE: Plan:MK Consultation

The current consultation is for legal compliance purposes only and invites comments as to (1) whether the Plan meets with the legal requirements for such a Plan and (2) whether Plan:MK is a sound Plan for the future of Milton Keynes.

Our previous responses prior to the publication of the draft Plan resulted in the period of the Plan being reduced to 15 years and the need for an Urban Expansion Area in Haversham cum Little Linford being removed.

My recommendation is that we should respond that we are content with the Proposed Submission Plan as per the pro forma response form.

Philip Ayles

3. CPC Budget 2018-19 version 1.1.

ALL FIGURES NET OF VAT	APR-JUN ACTUAL	FORECAST Q2	FORECAST Q3	FORECAST Q4	PROJECTED TOTAL	2017/18 BUDGET	2018/19 BUDGET
INCOME							
Precept inc LCTS Grant	14392	14393	0	0	28785	28787	28787
Interest	11	11	537	16	575	900	575
Grants	0	4800	0	0	4800	0	0
Other payments	0	3000	0	0	3000	0	0
VH Hire & rentals	985	1500	3200	3300	8985	9000	9000
Advertising	0	0	220	220	440	880	500
Total Receipts	15388	23704	3957	3536	46585	39567	38862
EXPENDITURE							
Administration costs	1764	1775	1775	1775	7089	£7,955	£8,192
Clerk's wages	1707	1775	1775	1775	7032	7455	7692
Other	57	0	300	100	457	500	500
Audit Fee	0	85	250	0	335	350	350
Buildings/Assets Costs	1242	439	2770	0	4451	5000	5000
VH	1165	192	2170	0	3527	3500	3500
SG	0	227	600	0	827	1000	1000
Other	77	20			97	500	500
Chair's Expenses	0	0	0	0	0	100	100
Consumables	26	146	45	100	317	400	400
Dog bin clearance	122	122	600	228	1072	1040	640
Litter bin clearance						0	140
Election costs	0	0	0	0	0	0	0
Equipment Costs	43	125	1100	1500	2768	2500	2500
VH	43	125	600	0	768	1000	1000
SG	0	0	500	1500	2000	1500	1500
OTHER	0	0	0	0	0	0	0
Grants	50	0	1276	0	1326	1500	1500
Insurance	1606	0	0	0	1606	1600	2000

Landscape Maintenance	0	187	0	0	187	1000	1600
SG	0	438	0	0		900	1000
Village		0	0	0		100	900
Licences/Statutory certificates	342	120			462	600	600
Publications	610	252	318	318	1498	1500	1500
Rates	0	0	0	0	0	0	0
S137	0	0	0	0	0	750	750
Speed checks						150	150
Other						600	600
Subscriptions	140	100	0	0	240	300	300
Training	0	288	0	0	288	500	250
Utilities	1077	1206	810	790	3883	3500	3350
VH	895	797	700	700	3092	3000	3000
OTHER	182	409	110	90	791	500	350
Maint contract costs	673	1788	1102	802	4365	6120	6620
VH	543	468	702	702	2415	3120	3120
SG maintenance	130	1320	400	100	1950	3000	3000
Other	0	0	0	0	0	0	500
Total Expenditure	£7,695	£6,633	£10,046	£5,513	29887	£34,715	£35,952
Projects							

Capital projects

Village Centre	10000
Street lights	9000
Speed reduction project	1000
Sports & Playground improvement	27700